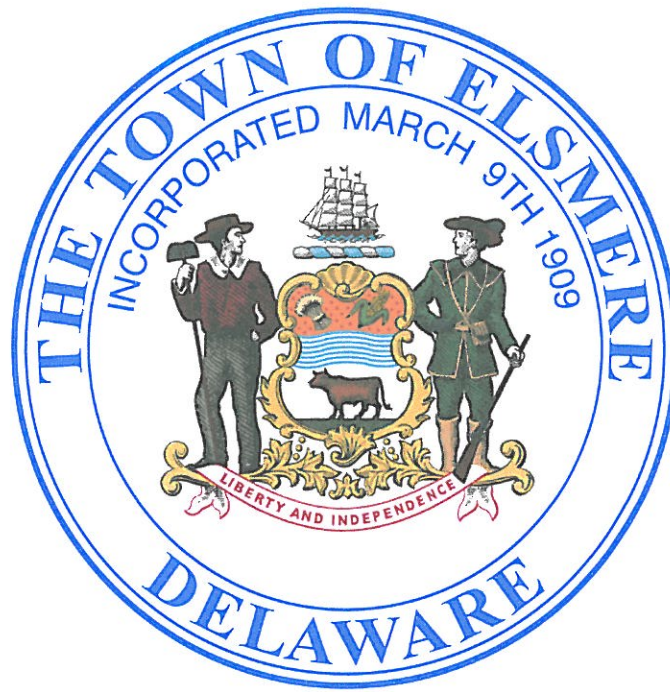


Town of Elsmere



Fiscal Year 2012-2013 ANNUAL OPERATING AND CAPITAL BUDGETS

Adopted by the Mayor & Council at their June 02, 2012 public meeting.

TOTAL	APPROVED	REVENUES	\$3,002,666.00
TOTAL	APPROVED	OPERATING EXPENSES	\$2,911,107.00
TOTAL	APPROVED	CAPITAL EXPENSES	\$ 87,167.00

APPROVED PROVISIONS:

General:

1. The Mayor and Council eliminated the position of "Assistant Town Manager" from the Town of Elsmere Wage Compensation Plan For Non-Police Personnel.
2. The Mayor and Council took the following action concerning the newly created "Long Term Planning" budget which was approved as part of this budget.
 - a. The funds allocated to this department and its sub-categories shall be placed into the current "Town Holding Account". and a bi-annual report is to be provided to the Mayor and Council detailing the the interest gained during the reporting period and how it was applied across all of the sub-categories.
 - b. Expenditures from any of the sub-categories would require specific approval from the Mayor and Council.
 - c. These line items would not be considered capital items and would require the approval of a simple majority of the Mayor and Council for expenditures from the line items.
 - d. Any funds remaining in these line items at the end of the fiscal year will remain in the line item and be carried over into the next fiscal year. Any remaining amount will not be included as a part of the accumulated surplus of any fiscal year.

3. In addition to the amount budgeted for the "ORIGINAL POLICE PENSION PLAN ALLOCATION" the amount received from the State of Delaware shall be combined with the budgeted amount and be deposited in that pension plans assets.

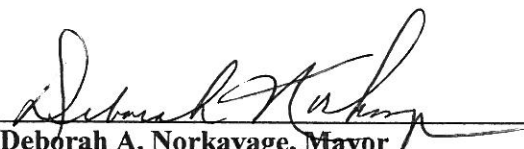
Finance Department:

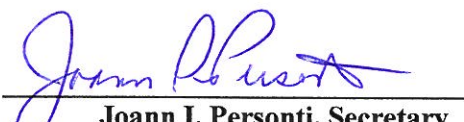
The Town Manager is authorized without the prior approval of the Mayor and Council to direct the Finance Department to create additional line item(s) when he deems such action necessary or required in order to properly and accurately account for and report the financial activity and position of the Town, provided doing so will not increase or decrease any amount approved by the Mayor and Council in this budget. This section shall not apply to the Department of Public Safety.

Public Safety Department Funding Source:

1. In accordance with Title 22, Section 1601 (c) of the Delaware Code, the primary funding source for the Public Safety Department's approved operating and Capital cost shall be the revenues realized by the collection of the Town of Elsmere's Reality Transfer Taxes. Should these funds be depleted the remaining approved expenses shall be funded out of the Town's General Fund.
2. The primary funding source for the Department of Public Safety's Capital request shall be the revenues available in the "Red Light Camera" account. Any shortfall in the amount needed shall be funded from the Town's General Fund

Approved by the Mayor and Council at their June 02, 2012 meeting.


Deborah A. Norkavage, Mayor


Joann I. Personti, Secretary

	A	B	C	D	E	F	G
1				TOWN OF ELSMERE			
2				FISCAL YEAR 2012 - 2013			
3				APPROVED OPERATING BUDGET			
4		Approved June 02, 2012				FY 12-13	
5						Approved	
6							
7							
8		ADMINISTRATION				482,672.00	
9		CODE ENFORCEMENT				148,760.00	
10		FINANCE				235,349.00	
11		PUBLIC SAFETY				985,942.00	
12		PUBLIC WORKS				319,503.00	
13		PUBLIC WORKS SANITATION				522,216.00	
14		PARKS AND RECREATION				82,350.00	
15		LONG TERM PLANNING					
16				ORIGINAL POLICE PENSION PLAN ALLOCATION		35,753.75	
17				CAPITAL DEPRECIATION ALLOCATION		25,753.75	
18				INFRASTRUCTURE MAINTENANCE ALLOCATION		50,753.75	
19				CAPITAL BUILDING ALLOCATION		15,753.75	
20				CONTINGENCY FUND ALLOCATION		6,300.00	
21							
22		TOTAL APPROVED EXPENSES				2,911,107.00	
23							
24		TOTAL APPROVED REVENUES				3,002,666.00	
25							
26							
27		Approved Capital Budget				87,167.00	
28							
29				Total Approved Expenses		2,911,107.00	
30				Total Approved Revenues		3,002,666.00	
31							
32				Result		91,559.00	
33				Subtract The Amount Needed for The Capital Budget		(87,167.00)	
34							
35				Final Position of The Town		4,392.00	
36							

	A	B	C	D	E	F	G
37		TOWN OF ELSMERE					
38		FISCAL YEAR 2012 - 2013					
39		APPROVED REVENUE BUDGET					
40							
41						FY 12-13	
42						Approved	
43							
44		3-01-04-20-0017-0000	Accident Reports			4,000.00	
45		3-01-04-30-0060-0000	Board of Adjustment			2,000.00	
46		3-01-04-30-0020-0000	Permit Fees			20,000.00	
47		3-01-04-30-0070-0000	Business Licenses			32,500.00	
48		3-01-04-30-0021-0000	Code Violations			14,000.00	
49		3-01-04-11-0011-0000	Interest Income			2,000.00	
50		3-01-04-20-0016-0000	Other Courts CCP			23,000.00	
51		3-01-04-10-0110-0000	Other Income Administration			3,780.00	
52		3-01-04-30-0110-0000	Other Income Code Enforcement			700.00	
53		3-01-04-20-0110-0000	Other Income Public Safety			2,500.00	
54		3-01-04-20-0110-TOW1	Other Income Towing			10,500.00	
55		3-01-04-11-0110-0000	Other Income Finance			1,000.00	
56		3-01-04-40-0110-0000	Other Income Public Works			1,500.00	
57		3-01-04-30-0030-0000	Contracted Professional Services Code			19,000.00	
58		3-01-04-11-0001-0000	Real Estate Taxes			2,285,305.00	
59		3-01-04-20-0208-0000	Red Light Camera			500.00	
60		3-01-04-10-0110-0000	Rental Income Administration			85,181.00	
61		3-01-04-30-0075-0000	Rental Licenses			90,000.00	
62		3-01-04-11-0010-0000	Tax Penalties and Interest			13,700.00	
63		3-01-04-11-0090-0000	Transfer Taxes			125,500.00	
64		3-01-04-20-0015-0000	Fines (Voluntary Assessment)			180,000.00	
65		3-01-04-11-0080-0000	Franchise Fees			86,000.00	
66							
67			Total Approved Revenues			3,002,666.00	
68							
69							

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70						
71						
72						
73			ADMINISTRATION DEPARTMENT'S			
74			FY 12 - 13 AAPPROVED OPERATING BUDGET			
75	Revenue Line Items				FY 12-13	
76					Approved	
77						
78	3-01-04-10-0110-0000	Other Income			3,780.00	
79	3-01-04-10-0120-0000	Rental Income			85,181.00	
80						
81		Total Income			88,961.00	
82						
83	Expense Line Items					
84					FY 12-13	
85					Approved	
86						
87	3-01-05-10-1000-0000	Salary			152,960.00	
88	3-01-05-10-1001-0000	Overtime			2,000.00	
89	3-01-05-10-1000-0007	Salary-Council			3,600.00	
90	3-01-05-10-1010-0000	Payroll Taxes			14,747.00	
91	3-01-05-10-1015-0000	Employee Incentive Plan			2,500.00	
92	3-01-05-10-1025-0000	Employee Longevity Benefit			3,400.00	
93	3-01-05-10-1020-0000	Police Pension Contribution			63,251.00	
94	3-01-05-10-1030-0000	Accounting			2,500.00	
95	3-01-05-10-3140-0000	Gas / Oil for Vehicles			500.00	
96	3-01-05-10-7046-0000	Homeland Security			3,000.00	
97	3-01-05-10-2070-0000	Cont./Pro. Services			25,000.00	
98	3-01-05-10-2071-0000	Computer Operations			9,993.00	
99	3-01-05-10-2060-0000	Contributions			10,000.00	
100	3-01-05-10-2081-0000	Discretionary Funds			1,000.00	
101	3-01-05-10-2200-0000	Dues/Subscriptions/Meetings			1,700.00	
102	3-01-05-10-2110-0000	Election Expenses			4,000.00	
103	3-01-05-10-2115-0000	Civic Affairs			0.00	
104	3-01-05-10-2120-0000	Electricity/Gas			53,633.00	
105	3-01-05-10-2122-0000	Emergency Operations			0.00	
106	3-01-05-10-2124-0000	Water/Sewer			4,000.00	
107	3-01-05-10-2160-0000	Insurance-Business			7,257.00	
108	3-01-05-10-2170-0000	Insurance-Health			42,696.00	
109	3-01-05-10-2180-0000	Insurance-Life/Disability			1,585.00	
110	3-01-05-10-2181-0000	Workers Compensation			400.00	
111	3-01-05-10-8250-0000	Lease/Purchase of Equipment			4,000.00	
112	3-01-05-10-2266-0000	Legal Notices			1,500.00	
113	3-01-05-10-2270-0000	Legal			21,000.00	
114	3-01-05-10-2280-0000	Postage			500.00	
115	3-01-05-10-2290-0000	Maintenance-Building			25,000.00	
116	3-01-05-10-3330-0000	Materials/Supplies			4,000.00	
117	3-01-05-10-3340-0000	Miscellaneous			1,000.00	
118	3-01-05-10-3350-0000	Office Supplies			6,950.00	
119	3-01-05-10-2370-0000	Telephone			7,000.00	
120	3-01-05-10-2390-0000	Training			2,000.00	
121						
122		Total Administrative Expenses			482,672.00	
123						
124						

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125							
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128							
129							
130		Revenue Line Items				FY 12-13	
131						Approved	
132							
133		3-01-04-30-0020-0000	Building Permits			20,000.00	
134		3-01-04-30-0021-0000	Code Violations			14,000.00	
135		3-01-04-30-0030-0000	Contracted Professional Services Income			19,000.00	
136		3-01-04-30-0060-0000	Board of Adjustment			2,000.00	
137		3-01-04-30-0070-0000	Business Licenses			32,500.00	
138		3-01-04-30-0075-0000	Rental Licenses			90,000.00	
139		3-01-04-30-0110-0000	Other Income Code Department			700.00	
140							
141			Total Revenue			178,200.00	
142							
143		Expense Line Items				FY 12-13	
144						Approved	
145							
146		3-01-05-30-1000-0000	Salary			81,235.00	
147		3-01-05-30-1001-0000	Overtime			2,500.00	
148		3-01-05-30-1010-0000	Payroll Taxes			7,543.00	
149		3-01-05-20-1025-0000	Employee Longevity Benefit			2,100.00	
150		3-01-05-30-2071-0000	Computer Operations			3,000.00	
151		3-01-05-30-2070-0000	Contracted Professional Services Expenses			19,000.00	
152		3-01-05-30-2100-0000	Dues/Subscriptions/Meetings			400.00	
153		3-01-05-30-2122-0000	Emergency Operations			0.00	
154		3-01-05-30-3140-0000	Gas/Oil Vehicles			1,300.00	
155		3-01-05-30-2160-0000	Insurance Business			4,236.00	
156		3-01-05-30-2161-0000	Insurance-Auto			4,185.00	
157		3-01-05-30-2170-0000	Insurance-Health			9,617.00	
158		3-01-05-30-2180-0000	Insurance-Life/Disability			789.00	
159		3-01-05-30-2181-0000	Workers Compensation			305.00	
160		3-01-05-30-2280-0000	Postage			2,000.00	
161		3-01-05-30-2320-0000	Maintenance-Vehicle			500.00	
162		3-01-05-30-3330-0000	Materials/Supplies			1,100.00	
163		3-01-05-30-3340-0000	Miscellaneous			200.00	
164		3-01-05-30-3350-0000	Office Supplies			2,750.00	
165		3-01-05-30-2370-0000	Telephone			3,500.00	
166		3-01-05-30-2390-0000	Training			2,000.00	
167		3-01-05-30-3400-0000	Uniforms			500.00	
168							
169			Total Code Enforcement Expenses			148,760.00	
170							

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171							
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174							
175							
176		Revenue Line Items				FY 12-13	
177						Approved	
178							
179							
180		3-01-04-11-0001-0000	Real Estate Taxes			2,285,305.00	
181		3-01-04-11-0010-0000	Penalties & Interest			13,700.00	
182		3-01-04-11-0080-0000	Franchise Fees			86,000.00	
183		3-01-04-11-0090-0000	Transfer Taxes			125,500.00	
184		3-01-04-11-0011-0000	Interest Income			2,000.00	
185		3-01-04-11-0110-0000	Other Income Finance			1,000.00	
186							
187			Total Finance Revenue			2,513,505.00	
188							
189		Expense Line Items				FY 12-13	
190						Approved	
191							
192							
193		3-01-05-11-1000-0000	Salary			148,809.00	
194		3-01-05-11-1001-0000	Overtime			2,000.00	
195		3-01-05-11-1010-0000	Payroll Taxes			12,881.00	
196		3-01-05-11-1025-0000	Employee Longevity Benefit			4,800.00	
197		3-01-05-11-2050-0000	Audit			18,300.00	
198		3-01-05-11-2071-0000	Computer Operations			12,500.00	
199		3-01-05-11-2122-0000	Emergency Operations			0.00	
200		3-01-05-11-2160-0000	Insurance Business			8,690.00	
201		3-01-05-11-2170-0000	Insurance-Health			16,125.00	
202		3-01-05-11-2180-0000	Insurance-Life/Disability			1,484.00	
203		3-01-05-11-2181-0000	Workers Compensation			360.00	
204		3-01-05-11-2280-0000	Postage			2,800.00	
205		3-01-05-11-3350-0000	Office Supplies			4,000.00	
206		3-01-05-11-2370-0000	Telephone			1,100.00	
207		3-01-05-11-2390-0000	Training			1,500.00	
208							
209			Total Finance Expenses			235,349.00	
210							

	A	B	C	D	E	F	G
211							
212							
213							
214							
215							
216		Revenue Line Items				FY 12-13	
217						Approved	
218							
219							
220		3-01-04-20-0015-0000	Fines			180,000.00	
221		3-01-04-20-0016-0000	Other Courts CCP			23,000.00	
222		3-01-04-20-0017-0000	Accident Reports			4,000.00	
223		3-01-04-20-0208-0000	Red Light Camera			500.00	
224		3-01-04-20-0130-0000	Extra Duty Sur Charge			0.00	
225		3-01-04-20-0131-0000	Extra Duty Pension			0.00	
226		3-01-04-20-0110-0000	Other Income Public Safety			2,500.00	
227		3-01-04-20-0110-TOW1	Other Income Towing			10,500.00	
228							
229			Total Public Safety Revenue			220,500.00	
230							
231		Expense Line Items				FY 12-13	
232						Approved	
233							
234		3-01-05-20-1000-0000	Salary			591,302.00	
235		3-01-05-20-1000-0001	Salary - Clerical			42,548.00	
236		3-01-15-20-1000-BIKE	Salary - Seasonal			17,600.00	
237		3-01-05-20-1000-0011	Salary - Part Time Records Clerk			0.00	
238		3-01-05-20-1011-0000	Salary - Extra Duty			0.00	
239		3-01-05-20-1001-0000	Overtime			18,500.00	
240		3-01-05-20-1003-0000	Holiday			16,875.00	
241		3-01-05-20-1010-0000	Payroll Taxes			20,658.00	
242		3-01-05-20-1025-0000	Employee Longevity Benefit			1,620.00	
243		3-01-05-20-1020-0000	Extra Duty Pension Charge			0.00	
244		3-01-05-20-2170-0000	o			101,606.00	
245		3-01-05-20-2180-0000	Insurance-Life/Disability			6,437.00	
246		3-01-05-20-8250-0000	Lease - Office Equipment			3,900.00	
247		3-01-05-20-2181-0000	Workers Compensation			25,000.00	
248		3-01-05-20-2071-0000	Computer Operations			2,000.00	
249		3-01-05-20-2081-0000	Discretionary Funds			1,500.00	
250		3-01-05-20-2100-0000	Dues/Subscriptions/Meetings			750.00	
251		3-01-05-20-2122-0000	Emergency Operations			0.00	
252		3-01-05-20-3141-0000	Firearms/Supplies			1,500.00	
253		3-01-05-20-3140-0000	Gas/Oil Vehicles			36,000.00	
254		3-01-05-20-2161-0000	Insurance-Vehicles			20,907.00	
255		3-01-05-20-2160-0000	Insurance-Business			23,114.00	
256		3-01-05-20-2280-0000	Postage			300.00	
257		3-01-05-20-2290-0000	Building Maintenance			4,000.00	
258		3-01-05-20-2310-0000	Maintenance/Repair			500.00	
259		3-01-05-20-2300-0000	Equipment Contracts			8,600.00	
260		3-01-05-20-2320-0000	Maintenance-Vehicle			9,000.00	
261		3-01-05-20-3330-0000	Materials/Supplies			5,000.00	
262		3-01-05-20-2331-0000	Medical Costs			1,000.00	
263		3-01-05-20-3350-0000	Office Supplies			4,000.00	
264		3-01-05-20-2360-0000	Evidence Processing			500.00	
265		3-01-05-20-2370-0000	Telephone			7,725.00	
266		3-01-05-20-2372-0000	Telephone - Cell Phones			4,000.00	
267		3-01-05-20-2390-0000	Training			1,500.00	
268		3-01-05-20-3400-0000	Uniforms			5,500.00	
269		3-01-05-20-3401-0000	Uniform Cleaning			2,500.00	
270							
271			Total Public Safety Expenses			985,942.00	
272							

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273							
274							
275							
276							
277		Revenue Line Items				FY 12-13	
278						Approved	
279							
280		3-01-04-40-0110-0000	Other Income Public Works			1,500.00	
281		3-01-04-40-0110-0001	Other Income Public Works Abatement Payments			0.00	
282							
283			Total Public Works Revenue			1,500.00	
284							
285							
286							
287							
288							
289		Expense Line Items				FY 12-13	
290						Approved	
291							
292		3-01-05-40-1000-0000	Salary			140,491.00	
293		3-01-05-40-1001-0000	Overtime			6,000.00	
294		3-01-05-40-1010-0000	Payroll Taxes			12,835.00	
295		3-01-05-40-1025-0000	Employee Longevity Benefit			4,267.00	
296		3-01-05-40-2070-0000	Contracted Professional Services			8,500.00	
297		3-01-05-40-2120-0000	Electricity/Gas			4,500.00	
298		3-01-05-40-2121-0000	Fuel Oil			11,000.00	
299		3-01-05-40-2122-0000	Emergency Operations			0.00	
300		3-01-05-40-2124-0000	Water/Sewer			1,000.00	
301		3-01-05-40-3140-0000	Gas/Oil Vehicles			13,139.00	
302		3-01-05-40-2071-0000	Computer Operations			2,500.00	
303		3-01-05-40-2160-0000	Insurance-Business			10,550.00	
304		3-01-05-40-2161-0000	Insurance-Auto			12,371.00	
305		3-01-05-40-2170-0000	Insurance-Health			46,453.00	
306		3-01-05-40-2180-0000	Insurance-Life/Disability			1,647.00	
307		3-01-05-40-2181-0000	Workers Compensation			5,050.00	
308		3-01-05-40-2230-0000	Landfill Fees			0.00	
309		3-01-05-40-3251-0000	Maintenance/Streets			12,500.00	
310		3-01-05-40-3252-0000	Maintenance/Parks			0.00	
311		3-01-05-40-2290-0000	Maintenance-Building			3,000.00	
312		3-01-05-40-2300-0000	Maintenance-Equipment			5,500.00	
313		3-01-05-40-2320-0000	Maintenance-Vehicle			5,500.00	
314		3-01-05-40-3330-0000	Materials/Supplies			6,000.00	
315		3-01-05-40-3340-0000	Miscellaneous			200.00	
316		3-01-05-40-3350-0000	Office Supplies			500.00	
317		3-01-05-40-2370-0000	Telephone			2,000.00	
318		3-01-05-40-2390-0000	Training			2,000.00	
319		3-01-05-40-3400-0000	Uniforms			2,000.00	
320							
321			Total Public Works			319,503.00	
322							

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323							
324				PUBLIC WORKS SANITATION			
325				FY 12 - 13 APPROVED OPERATING BUDGET			
326							
327		Expense Line Items				FY 12-13	
328						Approved	
329							
330		3-01-05-43-2070-0001		Waste Management Costs		522,216.00	
331		3-01-05-43-2230-0000		Landfill Fees		0.00	
332							
333				Total Public Works Sanitation		522,216.00	
334							

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338	PARKS AND RECREATION						
339	FY 12 - 13 APPROVED OPERATING BUDGET						
340	Expense Line Items					FY 12-13	
341						Approved	
342							
343	3-01-05-47-2070-0002		LANDSCAPE MAINT CONTRACT			45,750.00	
344	3-01-05-47-2115-HOME		Best Home Decoration Prize Exp.			0.00	
345	3-01-05-47-2115-JUL4		Independence Day Celebration			12,000.00	
346	3-01-05-47-2115-MITP		CIVIC AFFAIRS - MOVIE EXPENSES			3,000.00	
347	3-01-05-47-2115-TREE		Town Tree Lighting Ceremony			1,000.00	
348	3-01-05-47-3252-0000		Maintenance-Parks			15,500.00	
349	3-01-05-47-3252-0002		Incidental Maintenance Cost-Parks			2,000.00	
350	3-01-05-47-3252-0005		Contr. Serv.- Park Restrooms			3,100.00	
351							
352			Total Parks and Recreation			82,350.00	
353							
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359				TOWN OF ELSMERE			
360				FISCAL YEAR 2012 - 2013			
361				FY 12 - 13 APPROVED CAPITAL IMPROVEMENT BUDGET			
362						FY 12-13	
363						Approved	
364				ADMINISTRATION			
365							
366				General Code Updates		5,000.00	
367							
368				Computer Continuity Project Phase 1		0.00	
369				Computer Continuity 11 Month Service Cost		0.00	
370				Computer Continuity Project Phase 2 Servers		0.00	
371				Computer Continuity Project Phase 3 Laptop		0.00	
372							
373				Purchase of iPads		5,439.00	
374				1st Year operational Cost (This is a reoccurring annual cost)		3,360.00	
375							
376							
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379				TOTAL ADMINISTRATION		13,799.00	
380							
381				Public Works			
382							
383				2012 Ford F-350 Pickup With Plow Package		43,618.00	
384							
385				TOTAL PUBLIC WORKS		43,618.00	
386							
387							
388				PUBLIC SAFETY			
389							
390				Purchase of New Police Vehicle		29,750.00	
391							
392				TOTAL PUBLIC SAFETY		29,750.00	
393							
394				TOTAL AAPPROVED CAPITAL EXPENSES		87,167.00	
395							